

# Electronic Notice of Wages, DE 1545

## ***What is a DE 1545?***

The DE 1545, Notice of Wages Used for Unemployment Insurance (UI) Claim, is sent to all employers who reported wages within the past 19 months for any employee who has filed a claim for UI benefits. The DE 1545 informs employers of potential charges to their reserve account and provides the opportunity to protest the charges if they appear to be incorrect.

## ***How can the electronic DE 1545 help me?***

Currently, you receive the paper DE 1545 by U.S. Mail. Employers and agents who receive the DE 1545 electronically have been able to:

- **reduce paper shuffling;**
- **reduce processing errors; and**
- **reduce clerical workload.**

## ***Who can benefit from this program?***

Any employer or employer agent who frequently receives the *Notice of Wages Used for Unemployment Insurance Claim*, DE 1545 can benefit from this program.

## ***Do I need special equipment?***

Currently, a computer with communication capabilities is needed to participate in this program. Software needs, start-up costs, and monthly fees vary. Please contact the Employment Development Department at (916) 445-0750 for details.

## ***How do I start?***

- Call EDD's Contribution Rate Group at (916) 445-0750; or
- Complete the second page and fax to (916) 324-0381 or mail to the address shown.

*You can obtain information about accommodations for disabilities by contacting your local EDD office. The number is listed in the telephone directory under "State of California, Employment Development Department."*

*The California State Employment Development Department (EDD), as a recipient of federal and state funds, is an equal opportunity employer/program and is subject to Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA).*

*Hearing-impaired persons can reach EDD through the California Relay Service, 1-800-735-2929.*

If you would like to use the electronic DE 1545 to reduce the amount of paper you shuffle, minimize processing errors, and reduce clerical workload, please complete the information below.

Mail to: **Electronic DE 1545**  
**Employment Development Department**  
**Contribution Rate Group, MIC 4**  
**P.O. Box 826880**  
**Sacramento, CA 94280-0001**

or fax to (916) 324-0381.

---

Contact Person \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_